

Registering Pet Treats in Kentucky

The Division of Regulatory Services (Division) routinely receives calls from Kentucky citizens wanting to start their own businesses producing pet treats in their kitchens. In this article, I hope to simplify the registration process for these new business owners.

All commercial animal feeds (this includes pet treats and pet foods) must be registered with the Division prior to sale in the state of Kentucky. To register, a firm must submit a registration packet which includes:

1. **A completed application form.** This form can be found on our website at: http://www.rs.uky.edu/regulatory/feed/regulatory_forms/index.php.
2. **A copy of each product label.** This can be an actual label or a legible copy.
3. **Payment.** Submit \$50.00 for each product sold *exclusively* in 10 pound packages or less *OR* for products sold in package weights above 10 pounds submit no payment at this time as a quarterly tonnage form will be provided to your firm. You should never pay both tonnage and the annual fee for a single product. Credit card authorization forms are available on our website or you can provide a check payable to University of Kentucky.

Once the complete packet has been received by the Division, the Registration Specialist will review the labeling for compliance with Kentucky Feed Law and Regulations (http://www.rs.uky.edu/regulatory/feed/feed_laws/). We STRONGLY suggest that new Kentucky companies submit a copy of labels for review prior to printing expensive labeling as there are often changes required after review.

After we have completed our review, you will be notified by mail or email if your registration has been accepted. If there are changes or additional information required, the Division will provide your firm with information about what must be done or provided to bring your labels into compliance. As always, you can contact our Registration Specialist Kristen Green (Kristen.mary.green@uky.edu or 859-257-4496) with any questions.

Please note that Kentucky law does not require a separate facility license to sell products in Kentucky.

So how do I put together a label?

You can find information about the basic elements required on pet treat labeling on our website as well as additional information on the 2 AAFCO websites listed at the end of this document. Please review these resources and if you still have questions you can contact our office. For simple treat formulas, our office may be able to assist you with the required guarantees.

My products are accepted for registration, what now?

Congratulations! Once your firm has completed the registration process and all products are accepted for registration, you may now sell your products in Kentucky. Please note that for small package products (those sold exclusively in 10 pound packages or less) annual renewal is required. Our registration year runs on a fiscal year basis from July 1 to June 30th. The Division will automatically send your firm a renewal application with renewal instructions in June for the upcoming fiscal year.

Large size products, or those sold in package weights above 10 pounds, are subject to the quarterly tonnage/inspection fee of 0.35\$ per ton of product sold in Kentucky or \$25 minimum per quarter, whichever is greater. Registered large size products are automatically renewed unless your firm indicates a desire to cancel those products.

What do I do if I revise my labels or make other changes to my product?

If your label changes, you must submit revised labels to this division for review. You do not need to re-submit payment to have revised labels be reviewed.

I'm registered in Kentucky, can I now sell my product in all states?

No! The regulation of pet food is handled on a state by state basis. A successful product registration in Kentucky ONLY allows you to sell your product in Kentucky. If you wish to sell your product(s) in another state, you must comply with that state's laws and regulations. A good place to start is with the Association of American Feed Control Officials (AAFCO) website which lists the State Regulators and state by state requirements:

AAFCO: <http://www.aafco.org/Regulatory>

Also, you should be aware that AAFCO has put together a very useful website to help small pet food business owners get started. Their Business of Pet Food website contains specific information about labeling requirements, product testing, appropriate and inappropriate claims among other information.

The Business of Pet Food: <http://petfood.aafco.org/Starting-a-Pet-Food-Business>

Again, if you have additional questions after reviewing these resources, please feel free to contact our Registration Specialist Kristen Green (Kristen.mary.green@uky.edu or 859-257-4496) or Feed Coordinator Alan Harrison (Alan.harrison@uky.edu or 859-257-5887) with any questions.